

**MINUTES OF A MEETING OF ELTISLEY PARISH COUNCIL HELD ON TUESDAY 14<sup>th</sup> July 2020 at 12.30pm**

The meeting will be open to the public unless the Council otherwise directed.

For the health, safety and well-being of our community as a result of Covid-19 and following the instruction of the Prime Minister's address on 23rd March 2020 all Parish Council meetings will be held remotely until further notice.

Eltisley Parish Council will use Zoom to facilitate the holding of meetings

**PRESENT:**

Cllr R Pinner (Chairman)  
Cllr M Cropley  
Cllr A Weldon  
Cllr S Ellis  
Cllr J Pettifor (item 4 onwards)  
Miss J Bowd (Parish Clerk)

**IN ATTENDANCE:**

CCC Cllr M Smith  
No members of public.

**1. Election of Chairman**

1.1 To elect a Chairman for 2020/21

In line with par 7 of sch12 to the 1972 Act the Council has agreed to hold the office of Chairman, vice Chairman and all outside bodies over until the next Annual Council meeting May 2021.

**2. Apologies.**

To receive and accept Apologies for Absence.

Cllr D Stephenson - personal

**3. Declarations of Interest.**

To receive Declarations of Interest – Personal and/or prejudicial and the nature of those interests relating to items on the agenda.

Cllr R Pinner Community speed watch

Cllr A Weldon declared an interest in The Cade/Six villages newsletter

**4. Minutes.**

To confirm the Minutes of the Meeting held on 10<sup>th</sup> January 2019 and 10th March 2020.

**Resolved:** That with the minutes 10<sup>th</sup> January 2019 and 10th March 2020 be signed as a true and correct record. All in favour (Prop Cllr Cropley, 2nd Cllr Weldon).

**5. Public Forum**

To allow any member of the public to address the council. Time Allowed 10 minutes

**None**

**6. District and County Councillor Report**

To receive verbal reports from district and county councillor.

County Councillor Smith reminded members that the 2020/21 LHI BID is still open and encouraged the Council to apply. Clerk advised that she had not been contacted. It was agreed that as the 2019/20 application was unsuccessful that it be resubmitted for 2020/21.

There were no questions for Cllr Smith.

## 7. Matters arising from previous meeting

### (i) A428

A lengthy discussion took place around the fact that the concerns of the village have in no way been addressed by the changes to the consultation document.

Consensus was that the impact on the village will be extensive and that Council must pursue the matter. A face to face meeting is to be requested.

Cllr Smith agreed to try and get Mr J Smith from highways on board to assist council members.

It was also noted that traffic levels on A428 are now back to pre Covid Lock down levels.

### (ii) Village Drainage

Successful project with CCC Highways carrying out jetting in Caxton End and identifying problems with a brick structure in the culvert which has moved. Simeon Carroll will put the matter into schedule of works for a rebuild.

There is one pinch point where the ditch is not deep enough and Mr Thompson has agreed to try and rectify this 18<sup>th</sup>/19<sup>th</sup> July.

Property owners Potton End still have not carried out works in line with their riparian responsibilities.

It was agreed to ask B Heffernan from CCC to write to those owners affected.

### (iii) Cambridge Water – Bill for The green

Cllr Pettifor has spoken at length with Cambs Water who say that the current bill reflects water that has gone through the meter since it was changed when the last bill was cleared and the Council refunded due to a leak. Cllr Pettifor confirmed that the serial number on the meter is the same as on the bill.

Therefore unless we have evidence to prove the non-usage of water the bill £222.03 must be settled.

Cllr Pinner was not happy as there should be no water usage.

Cllr Cropley suggested that the tap be stopped off.

**Resolved:** It was agreed that the Clerk to check dates and readings, discuss with Chairman and pay if necessary. ( Prop Cllr Pettifor 2<sup>nd</sup> Cllr Pinner) All in favour

### (iv) Zero Carbon Communities Grant Scheme

Cllr Ellis spoke about the work of the village action group and the aim to plant a barrier of trees between the village and the A428. He has contacted the land owners on the site identified but they are not local and so far have not responded.

Another option is to ask residents to plant more trees.

An application has been made to the woodland trust for 420 trees.

Cllr Pettifor asked if the grant application can proceed in principle without the land owner's permission.

It was noted that any application would have to be made in the name of the Parish Council.

Cllr Ellis is to prepare the application for approval by Council at the September meeting.

### (v) Parking- breach of bylaws The Green

2 residents are in breach of the bylaws.

Both are to receive a final letter pointing out the breach and highlighting the implications.

## 8. Clerks Report

To receive written report.

Meeting Dates: –

Full Council – Tuesday 8<sup>th</sup> September 2020

Items to report.

- 4/6/20 Permission given for a skip to be placed onto The Green outside number 55.
- 4/6/20 Permission given for parking by construction vehicles on The Green – number 17
- Ordered 3 playground safety sign from SCDC as per email 3/7/20. Discussed with Chairman but had to reply by 5<sup>th</sup> July 2020.

## 9. Members report

### (i) Parish Forum

Cllr Pinner spoke about the proposed changes to planning delegation. It was agreed that the Council should write expressing their concerns that this is a move away from the democratic process.

### (ii) Village working party

None held next date will be agreed as soon as is practicable.

### (iii) Parish plan survey

None held next date will be agreed as soon as is practicable.

(iv) Speedwatch

Cllr Pinner confirmed that the team had received the go ahead to restart. So far only 3 volunteers have come forward and nobody is keen to do the 6am-9am session when rat running is at its peak. A plea was made for more volunteers to come forward in support of this important work  
Cllr Ellis confirmed that he is still moving the speed sign around the village.

### 13. Finance and Risk

13.1 To approve the following accounts for payment:

2019/20

(i) HMRC March £95.20

(ii) Holywell-cum-Needlingworth PC (Contribution to Practitioners ) £87.78  
2020/21

(i) Miss J Bowd salary April £341.30 May £312.75 Mrs A Jackson April £67.81 May £67.61

(ii) HMRC April PAYE £94.80 May £95.20

(iii) Bradgate April £264.00 May £264.00

(iv) CAPALC Membership £283.96

(v) Haven Power April £23.21, £2.09 May £22.43, £2.05 June £23.21 £2.09 July £22.43 £2.05

(vi) Eon bus shelter electricity £20.42

(vii) Holywell-cum-Needlingworth PC office rent £208.00

(viii) Classic garden company – Bench £100.00, £815.00

(ix) Community Heartbeat £223.20

(x) Playsafe Ltd £90.60

(xi) Open spaces society £45.00

Clerk advised of an additional invoice received G Bevan £100 grill for pocket park.

**Resolved:** That with the additional payments the payments be approved. (Prop Cllr Pettifor, 2<sup>nd</sup> Cllr Croyley) All in favour.

13.2 To note the bank reconciliation as at 31<sup>st</sup> March 2020. And 3<sup>rd</sup> July 2020.

**Noted**

13.3 To review the risk assessment and management for 2020.

**Noted**

13.4 To review Parish Council asset register.

Cllr Pinner asked that the oak posts installed around The Green be added.

It was noted that the rotary mower was still listed although it was obsolete. It was agreed to advertise it in the next newsletter.

A debate took place around the water trough in Caxton End, nobody seemed sure where this was so it was agreed that Cllr Pinner would look into the matter.

New seat to be added.

With these amendments the asset register was approved.

13.5 To review Investment portfolio and half yearly portfolio report.

Cllr Pinner reported that the zoom meeting with Gibbs Denley on 18<sup>th</sup> June 2020 had been very informative.

The written report was provided to all Councillors.

It was noted that whilst the investment has grown this year that this is a long term investment and that the value can go down as well as up.

**Resolved;** that the Council are satisfied with the review process and for the funds to remain invested with Gibbs Denley. All in favour.

13.6 To consider quotes for repairs to bus shelter

It has proven difficult to obtain quote with 2 companies not replying.

Clearview quote £3680 plus VAT.

**Resolved:** That the repairs be held over for 12 months (Prop Cllr Pettifor 2<sup>nd</sup> Cllr Weldon) All in favour.

13.7 To consider the Covid 19 risk assessment including the re-opening of the play areas.

Cllr Ellis pointed out that checklist for opening of play area needed para's 5, 6 & 7 removed as they were not relevant.

Clerk confirmed that the signs from CCC are ready to collect 16<sup>th</sup>/17<sup>th</sup> July.

**Resolved:** That a working party attend site on Saturday, check the equipment, put up signage and re-open the site if no issues are identified. All in favour.

13.8 To approve Eltisley Parish Council Facebook page.

As Councillors will be commenting on the Facebook page the Clerk advised that she will be reviewing the Standing orders and communications policy to reflect this and that the changes will be ratified at the September meeting.

**Resolved:** That the trial go ahead and the matter be reviewed at the November meeting. (Prop S Ellis 2<sup>nd</sup> A Weldon) 4 in favour 1 against.

#### 14. End of Year Accounts

14.1 To approve accounts for the Year ending 31<sup>st</sup> March 2020.

**Resolved:** That the accounts for the Year ending 31<sup>st</sup> March 2020 be approved (Prop Cllr Pettifor 2<sup>nd</sup> Cllr Weldon) All in favour

14.2 To complete and approve Annual Governance Statement for year ending 31<sup>s</sup> March 2020.

The Clerk read out each statement in turn and a “yes” response recorded for each

14.3 To approve Statement of Accounts on Annual Return for year ending 2020.

**Resolved:** That Statement of Accounts on Annual Return for the Year ending 31<sup>st</sup> March 2020 be approved (Prop Cllr Pettifor 2<sup>nd</sup> Cllr Cropley) All in favour

14.4 To approve text for Annual Return.

**Resolved:** That the text for the Annual return be approved (Prop Cllr Cropley 2<sup>nd</sup> Cllr Pettifor) All in favour.

Clerk confirmed that as this is a virtual meeting the relevant signatures will be made to the AGAR at a meeting to be arranged with the Chairman.

#### 15.Planning

15.1 To consider the following applications received:-

(i) Application Ref: nattran/e/s247/4042 : readvertised

Town and country planning act 1990: s.247

Proposed stopping up of highway at 82 Caxton end, Eltisley, St Neots, Cambridgeshire PE19 6TJ  
os grid reference: e:527513, n:259435

**Resolved:** That the application be objected to.(Prop Cllr Cropley 2<sup>nd</sup> Cllr Pettifor) All in favour.

15.2 To note the following applications that have been approved:

(i) Application ref S/0034/20/FL Ground floor front extension garage conversion facade alterations and all associated works

17 The Green Eltisley PE19 6TG

**Noted**

(ii) Application ref S/0169/20/FL Creation of wildlife pond to be used as a habitat by great crested newts  
Papley Grove Farm St Ives Road Eltisley St Neots PE19 6TW

**Noted**

#### 16. Correspondence.

To receive correspondence and agree any actions:-

(i) To note reply from National Transport Casework Team.

**Noted**

#### 17. Items to report.

- Cllr Pinner read out the latest update from Hastoe Housing regarding the rural exemption site. He reiterated that it is important that the agreements are all clear in the allocation of these properties to residents with a connection with the Parish.
- Cllr Pinner noted the tree works at Lennox House.
- Clerk read out an email from a resident seeking permission for a bench to be sited at the pond. It was agreed that Cllr Pinner will arrange a site visit.
- Cllr Weldon stated she had received notification that the A428 will be closed from 20<sup>th</sup> July for 5 days for overnight works. A copy of said letter will be required to obtain access.

Being no further business the meeting was closed at 14.10 pm

Signed

Chairman

Date: